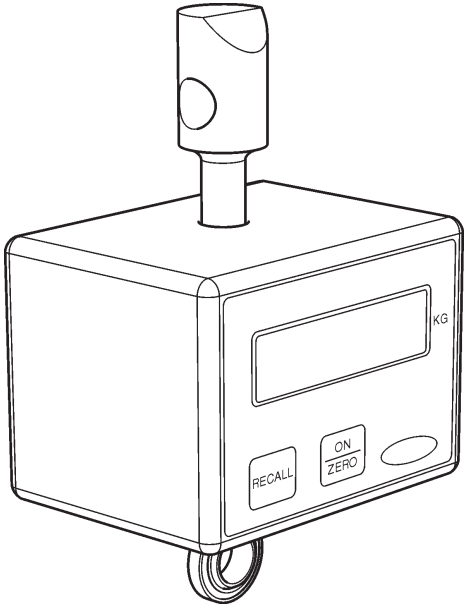
Oxford®

Oxford® Digital Scale Model 1200

User Instruction Manual & Warranty

To avoid injury, read user manual prior to use.



Joerns Healthcare

Redefining patient handling

Manufacturer's Contact Details

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1. Introduction

The Oxford Digital Scale is a technologically advanced, microprocessor controlled, digital weighing device. It features a large, easy to read, Liquid Crystal Display (LCD) that can be set to show the patient's weight in kilograms.

The controls are simple and straightforward to use. The Oxford Digital Scale is powered by an inexpensive disposable battery, which will provide thousands of weighing operations before replacement becomes necessary.

The Oxford Digital Scale can be used in conjunction with the majority of Oxford Patient Lifts. The exceptions are:

- Oxford Standaid 140
- Oxford Stowaway 140 (due to the folding mechanism)
- Oxford Advance (due to the folding mechanism)
- Oxford Dipper 140
- Oxford Mermaid
- Oxford Voyager Portable.

When fitted to Oxford Lifts, the Oxford Digital Scale is suitable for the following CATEGORIES of lift within the working parameters specified in the technical specifications of the scale and the selected lift.

- Category A - Wheelchair
- Category B - Bed
- Category C - Bath
- Category D - Toilet/Shower Chair
- Category E - Floor
- Category F - 90 degree Rotation

The Oxford Digital Scale is suitable for patients in the SITTING, SITTING/RECUMBENT and RECUMBENT positions.

The CE mark: The Oxford Digital Scale carries the CE mark and complies with the following EC Directives:

CE

- Medical Device Directive (93/42/EEC)
- EMC Directive (89/336/EEC)
- Low Voltage Directive (73/23/EEC)
- NAWI Directive (90/384/EEC)

2. Operating Instructions

The scale has been designed and certified to weigh up to **200 kg** in **0.2 kg** increments. It has been certified to weigh in temperatures between 5ºC and 35ºC.

The scale must not be used outside of these limits, as this will invalidate the N.A.W.I (Non Automatic Weighing Instrument) certification that accompanies this Scale.

To weigh a patient follow the instructions below:

1. Assemble the sling to the spreader and press the **ON/ZERO** pad. The display will show **0.0** and the word **HOLD** in the lower left hand corner. This step readies the scale for weighing. The sling can now be removed from the scale and placed around the patient.
2. When the sling has been placed around the patient and reattached to the spreader bar, raise the patient so that they are suspended from the scale. They must not be touching anything such as a chair or bed since this will cause errors in weights.
3. The scale has been designed to turn itself off after **1 minute** to conserve battery life. To restart the scale, push the **ON/ZERO** pad one time only. The display will show the start up screen and then show the patient weight. There may be a **KG** sign in the lower right hand corner of the display. This is an indication that the weight is not stable. When the **KG** disappears, the weight is stable and can be recorded.

WARNING: To restart the scale, be sure to push the ON/ZERO pad just once. If the scale starts and the pad is pushed again, the scale may go to zero (0.0) and the patient weight may be lost. This may require re-weighing the patient.

4. The **RECALL** feature is designed to retain in memory the last stable weight over 10 kg. To access this weight, the scale must be on. Press the **RECALL** pad. The display will flash between RECL and the retained weight.

Maintenance:

It is recommended that twice yearly inspections of the connections on the scale be scheduled and performed to assure trouble free operation. Look for wear or any irregularities that may contribute to scale failure.

3. Spreader Bar Disassembly to Scale

The spreader bar holding assembly is locked with a 0.500"x1.75" 3/8" BSW shoulder bolt and 2 nylon spacers assembled to it. They must be removed, to disassemble the spreader bar from the weigh scale for inspection purposes

Disassembly of the scale to spreader bar is done as follows:

1. Remove the 3/8" BSW nyloc nut and the washer from the shoulder bolt.
2. Remove the shoulder bolt from the U bracket, taking care to capture the 2 nylon spacers as you do so. This will now give you access to the spreader bar assembly. (Please refer to page 6 for spreader bar disassembly)

Assembly of spreader bar to scale:

1. Place 2 washers onto the shoulder bolt and partially insert the bolt through the U-bracket.
2. Place 1 nylon spacer onto the bolt inside the bracket. Place the bottom attachment of the scale into the bracket and slide the bolt partially through it.
3. Place the second nylon spacer inside the bracket and finish inserting the bolt through the spacers and bracket. Assure that the 0.500" diameter shaft of the shoulder bolt is inserted through both sides of the bracket. The final assembly will look like Fig. 1.

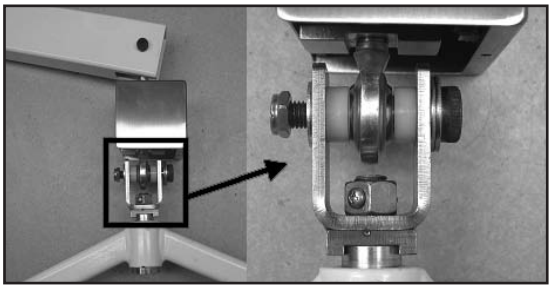


Fig. 1

4. Place a washer onto the threaded portion of the shoulder bolt and assemble the nylon insert locknut. Tighten to assure that bolt is fully inserted into the nylon insert.

   NOTE: Joerns Healthcare recommends that a new nyloc nut be used upon reassembly.

   This completes the assembly.

4. Spreader Bar Disassembly

The spreader bar holding assembly is shown in Fig. 2. It has been designed to accept the spreader bar and not rotate when the spreader bar rotates. It attaches to the bottom attachment of the scale using a 0.500"x1.75"x"3/8 BSW shoulder bolt and 2 nylon spacers. The assembly is locked with the holding nut pinned to the bolt with a screw and locknut.

Spreader bar disassembly is done as follows:

1. Remove the retaining screw and nut from the main bolt and holding nut. It will be reassembled in step 5.
2. Using a ¾" socket and 5/16" Allen wrench, remove the main bolt from the holding nut. The painted line on top of the bolt and on the nut are intended to give general alignment when reassembling (Fig. 2 and 3).
3. Remove the U bracket.
4. Remove the O ring on the pivot bolt. The pivot bolt will now be free and can be removed from the spreader bar.
5. Inspection of the pivot bolt and white acetyl wear washer that is fitted over the pivot bolt can now be performed. Replace the wear washer if required and lubricate with a light mineral oil or silicon based lubricant.

Fig. 2

Fig. 3

Reassembly of spreader bar:

1. Replace the pivot bolt into the spreader bar.
2. Replace the O-ring onto the pivot bolt.
3. The bolt has 2 milled flats on the topside. These flats fit into the channel welded to the base of the U-bracket. Replace the main bolt through the channel and bracket. Assure that the sleeve is seated into the channel. When properly assembled the sleeve will not rotate with respect to the bracket.
4. Assemble the holding nut to the main bolt. One side of the nut has been marked with white paint. This side goes up so that when assembled the paint is visible.
5. Tighten the bolt and nut until the hole in the screw aligns with the holes in the nut. When properly tightened, the retaining screw will be able to be inserted through the bolt and holding nut. (Refer to Step 1 for how the screw was removed). Note: The nut would have been fully tightened in the original assembly and it may require some effort to align the hole.
6. Assemble the screw through the hole and attach the nylon locknut. Tighten to assure the screw fully enters the nylon insert.

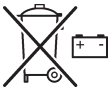
   Joerns Healthcare recommends that a new nyloc nut be used upon reassembly.

   This completes the spreader bar reassembly.

5. Technical Specifications

Electronics.....Micro-processor controlled.
Power .....9 volt alkaline battery PP3.
Battery life .....Exceeds 70 hours continuous operation.
Display.....LCD (liquid crystal display) 63 x 18 mm Characters 15 mm high.
Weighing units.....Kilograms (KG)
Load cell.....Rated at 200kgs
Case .....Powder coated steel or Stainless steel.

WEE Symbols:



The disposal of batteries should not be mixed with general household waste.

The disposal of electronics should not be mixed with general household waste

The crossed-out wheeled bin means that within the European Union the product must be taken to separate collection at the product end-of-life. This applies to your device but also to any enhancements marked with this symbol. Do not dispose of these products as unsorted municipal waste.

Wee Producers registration number WEE/GG0464R2

6. Operation Features

- All functions are accessible to the user without opening the case.
- Starting or zeroing the scale is done through a single touchpad located on the front of the case.
- Stable readings are achieved through digital averaging. The HOLD message is activated when weight fluctuations decrease to a predetermined range. The scale becomes active again when that range is exceeded. The held weight is stored in a non-volatile memory for later recall if required.
- Display turns off after 60 seconds of inactivity to conserve battery life.
- Recall of the last held weight is available via a hidden touchpad on the front of the case. This allows a reading of the last patient's weight, after the patient has been removed from the scale.
- Battery change is made easy with external access to the battery holder.

7. Maintenance, Inspection and Test

Joerns Healthcare Ltd recommend a thorough inspection and test of Oxford lifts and lifting accessories, slings etc. is carried out every six months. Joerns Healthcare recommends maintenance, inspection and certified testing, is carried out by authorised service dealers.

Note: These recommendations are in compliance with the requirements of 1998 No2307 Health and Safety: The Lifting Operations and Lifting Equipment Regulations 1998. This is a UK regulation. Outside the UK please check your local requirements.

Important Note: The Oxford Weigh scale is a class 3 compliant weighing device and conforms to the NAWI Directive 90/384/EEC and has been calibrated and certified by a National Weights and Measures Laboratory authorised body.

This certifies the scale for twelve months.

Joerns Healthcare's advice is that you contact your local trading standards authority for your nearest authorised body.

8. Servicing, Repairs, Inspections and Testing

Joerns Healthcare Ltd has an established network of reputable distributors and dealers who will be pleased to handle all your purchasing, warranty, and repair and maintenance enquiries.

Included with each scale is a prepaid Customer Satisfaction card. Please take the time to fill it in and return it to Joerns Healthcare Ltd. Our products are guaranteed for a period of twelve months from the date of manufacture or twelve months from the date of purchase if commissioned by an authorised dealer. We recommend that all of our products are commissioned by your dealer and are supported by them for future servicing.

The dealer or distributor operates the warranty programme; so it is important to keep a record of their name address and telephone number so they can be contacted should any problem arise.

If you are in doubt where your purchase was made, Joerns Healthcare can trace the supplier if you quote the serial number of the scale.

REMEMBER: Contact your distributor for purchases, Warranty, repairs, servicing and certified maintenance.

9. Warranty

The Oxford/Hoyer digital scale is guaranteed against manufacturing defects and failures for a period of twelve months from the date of manufacture or twelve months from the date of purchase if commissioned by an authorised dealer. We recommend that all of our products are commissioned by your dealer and are supported by them for future servicing.

The dealer or distributor operates the warranty programme; so it is important to keep a record of their name, address and telephone number so they can be contacted should any problem arise.

Failure to comply with Joerns' recommendations for maintenance inspection and test requirements on page 8 may result in your warrantee being invalid

If you are in doubt where your purchase was made, Joerns Healthcare can trace the supplier if you quote the serial number of the scale.

REMEMBER: Contact your distributor for purchases, warranty repairs, servicing and certified maintenance.

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